DTE

Direct Second Year Diploma Admission Framework

USER MANUAL FOR CANDIDATE

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INTRODUCTION

The purpose of Direct Second Year Diploma Admission Framework is to allow candidates to do the complete admission process online with least paper work and maximum accuracy. It is built to provide easy, convenient, efficient and reliable access to students for admissions.

Aspiring candidates are required to fill in the online application form, take the printout and submit the duly signed form in person, along with the required supporting documents, for confirmation at the ARC.

Candidates should produce original documents for verification and collect receipt-cum-acknowledgement, signed by the ARC officer.

STEPS (OVERVIEW)

1. Candidate purchases the Application Kit from ARC.
2. Candidate logs in the system to fill the application form.
3. Candidate takes the print out of application form and submits it to ARC Centers with the required supporting documents.
4. Candidate is confirmed by ARC after verification of documents.
5. Provisional merit list of all eligible and confirmed candidates will be displayed.
6. Final merit list of all eligible and confirmed candidates will be displayed.
7. Candidates report to the institute to take admission with their merit numbers.

IMP Instructions

1. Enable JavaScript on your browser before you start using the web portal. The instructions how to enable JavaScript on any browser are given at the end of this user manual.
2. Read the important instructions on each page before you proceed doing the process.
3. Read the latest news on the home page.

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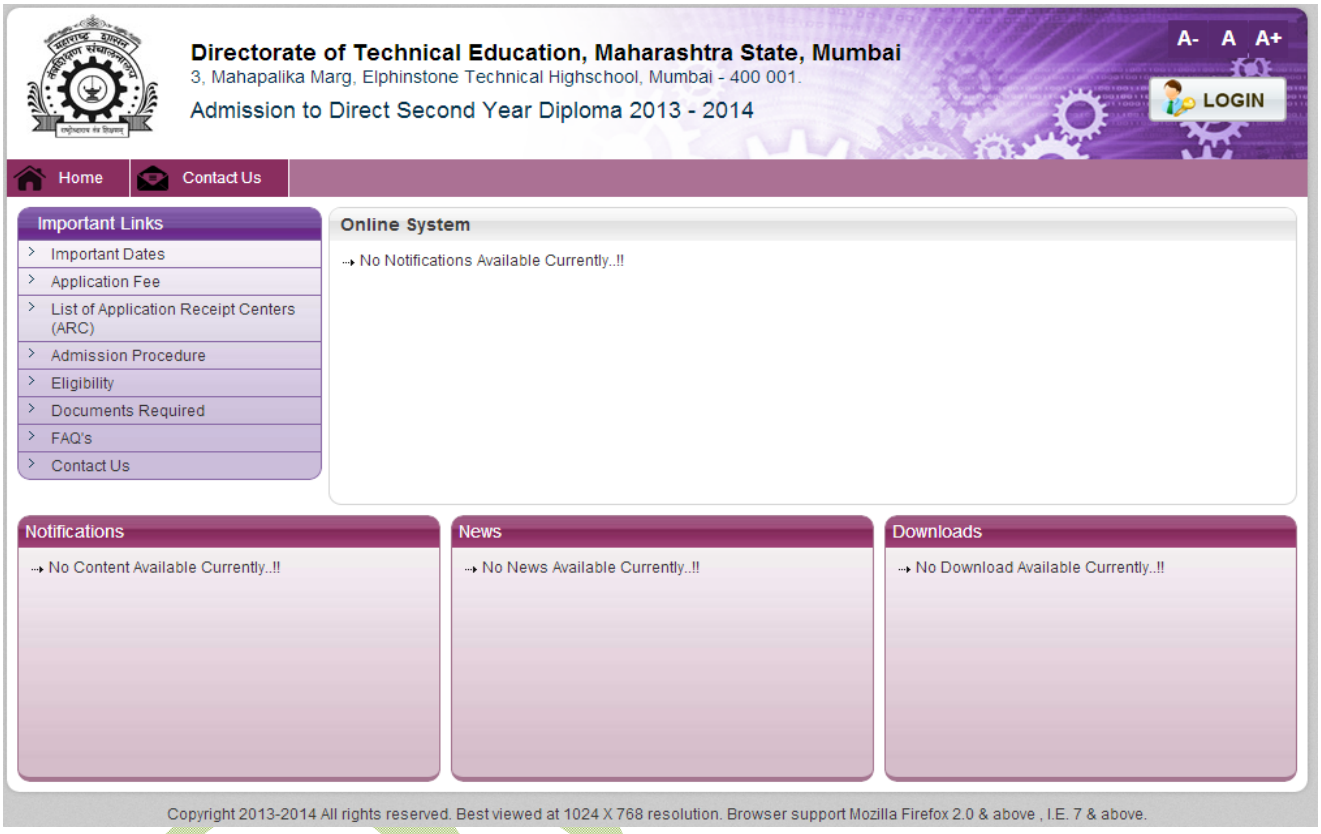
Homepage and Logins

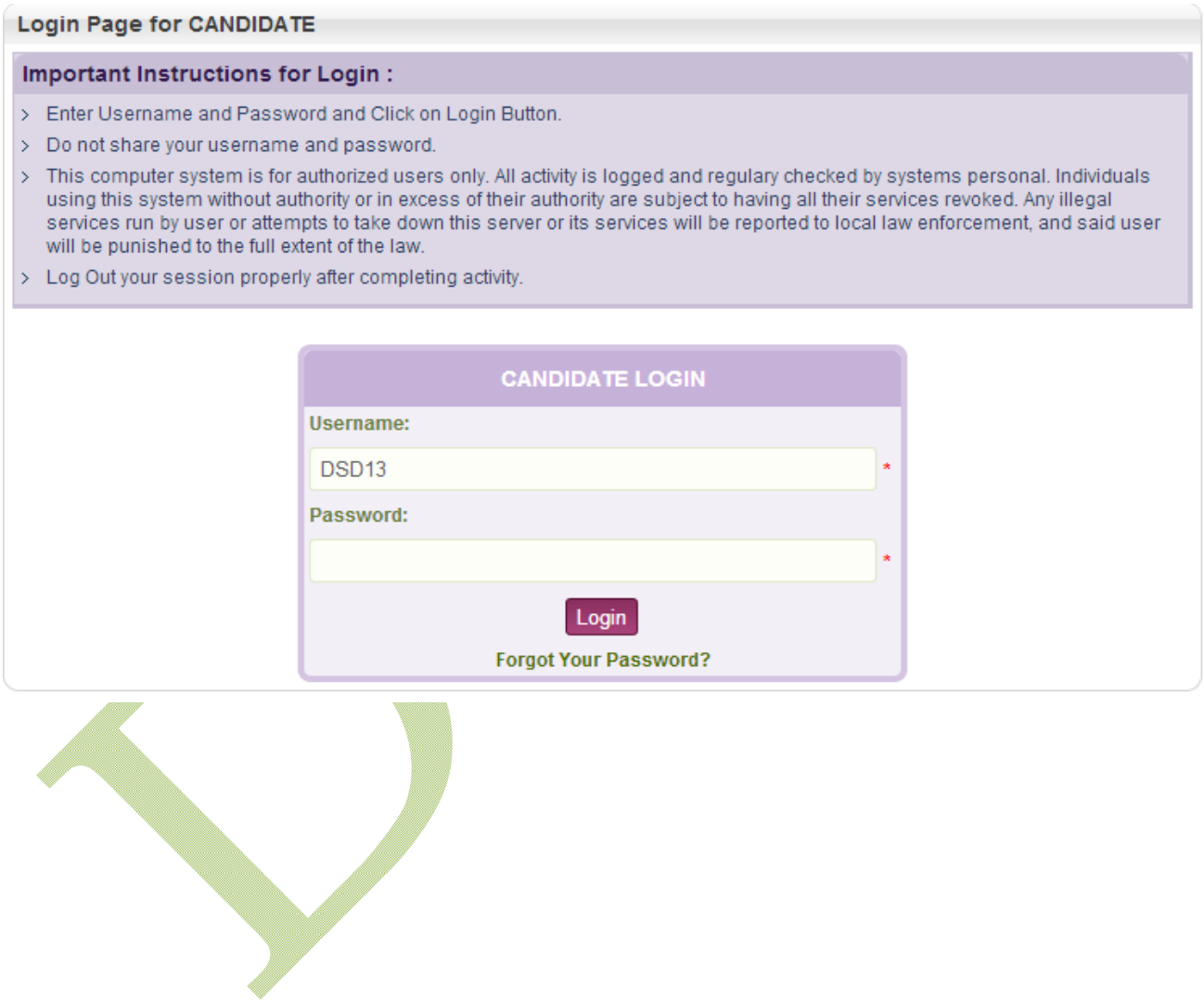
- The homepage is as shown in the figure below.



- The latest news is displayed on the homepage.
- So one is expected to keep oneself updated with the latest news
- There are notifications and downloads are which has all the notification and files which are downloadable.
- Important dates link has the complete schedule
- Application Fee link has the fee details
- List of ARCs
- The eligibility link has eligibility criteria for candidates in details
- The documents required link has all the documents required for candidates according to their admission types
- FAQs has all the frequently asked questions

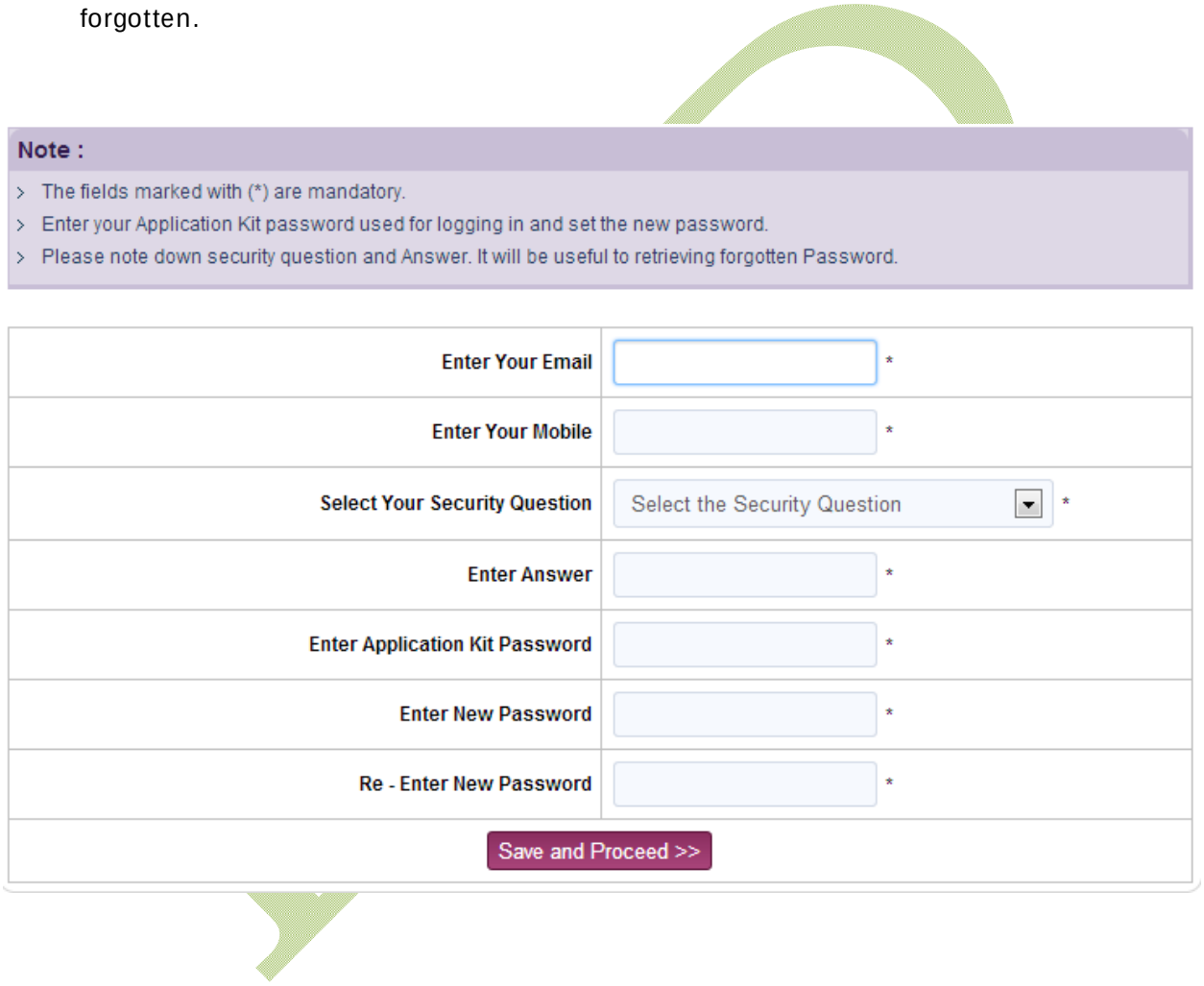
LOGIN

1. Go to the login button and click on the link Registered Candidate Login
2. Enter your application kit ID provided to you by ARC
3. Enter the password
4. Press the login button


Login Page for CANDIDATE
Important Instructions for Login :
Enter Username and Password and Click on Login Button.
Do not share your username and password.
This computer system is for authorized users only. All activity is logged and regulary checked by systems personal. Individuals using this system without authority or in excess of their authority are subject to having all their services revoked. Any illegal services run by user or attempts to take down this server or its services will be reported to local law enforcement, and said user will be punished to the full extent of the law.
Log Out your session properly after completing activity.
CANDIDATE LOGIN
Username:
DSD13
Password:
Login
Forgot Your Password?

BASIC INFORMATION PAGE

1. On this page candidate is supposed to enter the basic contact information and password information.
2. Enter the email
3. Enter mobile number
4. Select the security question and enter answer
5. Enter new password
6. Re-Enter new password
7. Note down the security question and answer as it is useful in case password is forgotten.


Note :
The fields marked with (*) are mandatory.
Enter your Application Kit password used for logging in and set the new password.
Please note down security question and Answer. It will be useful to retrieving forgotten Password.
Enter Your Email
Enter Your Mobile
Select Your Security Question
Select the Security Question
Enter Answer
Enter Application Kit Password
Enter New Password
Re - Enter New Password
Save and Proceed >>

TYPE OF CANDIDATURE

1. On this page you are supposed to claim the type of candidature and select your qualification.
2. Read all the various candidature in details and then select the type of candidature.

Claim type of Application

Note :

› Your Merit number will be decided based on the Qualification you select here.

You are applying on basis of ---Select your Qualification---

Claim type of Candidature

Note :

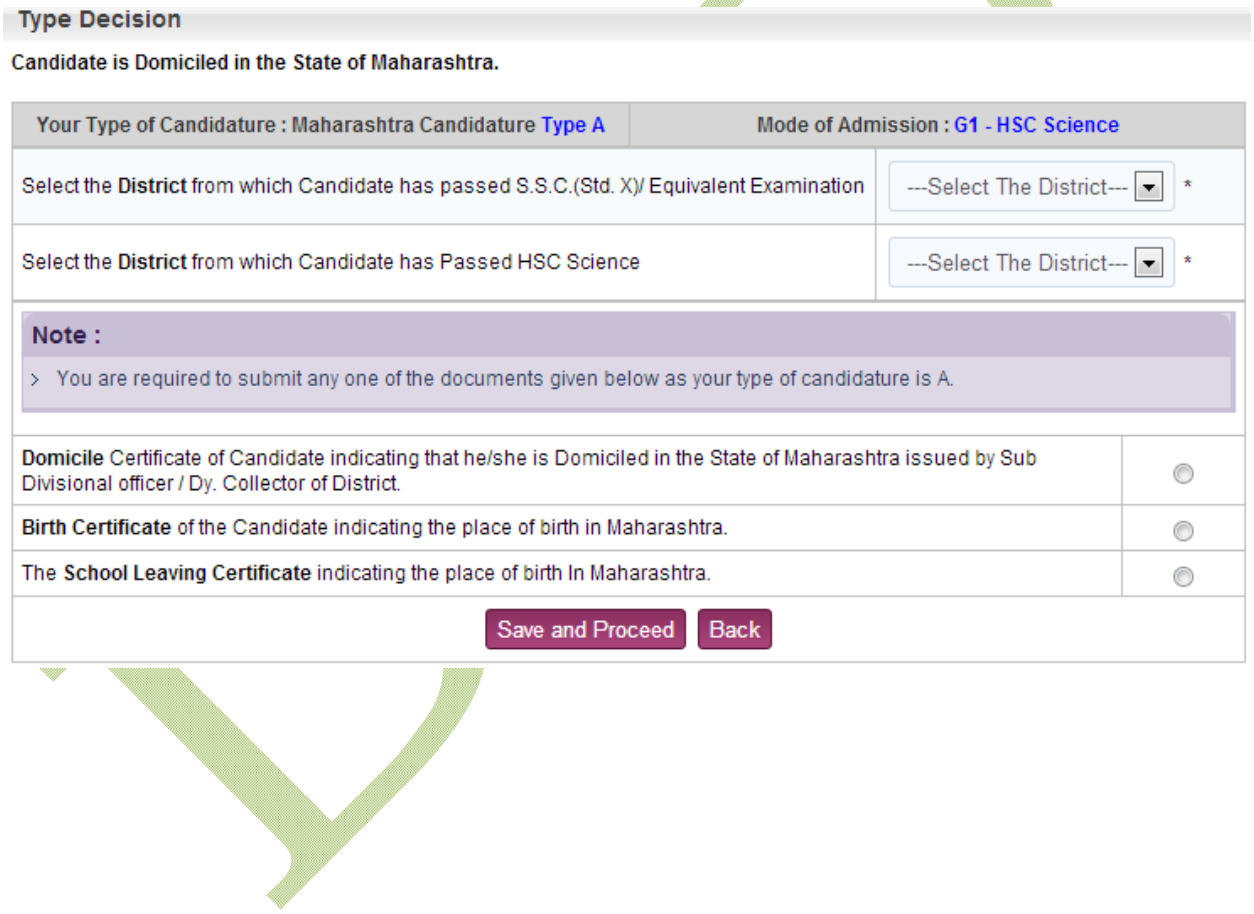
› Read all the types carefully and claim your type of candidature by clicking on the radio button and then click on proceed button.

Type of Candidature / Eligibility Requirement	Select Type
Maharashtra State Candidate - Type A Candidate Passing SSC (Std.X) and Qualifying Examination as specified in Rule 2 from a Recognized School / Institute in Maharashtra State	○
Maharashtra State Candidate - Type B Candidate Passing SSC (Std. X) and Qualifying examination from the recognized institution situated outside the State of Maharashtra. **AND** Candidate/ Father or Mother or Husband of the candidate is domiciled in the State of Maharashtra.	○
Maharashtra State Candidate - Type C Candidate Passing SSC (Std. X) and Qualifying examination from the recognized institution situated outside the State of Maharashtra. **AND** Father/Mother of the candidate is an employee of the Government of India or Government of India Undertaking who is posted and reported to duty in Maharashtra State before the last date for submitting the Application Form for Centralized Admission.	○
Maharashtra State Candidate - Type D Candidate Passing SSC (Std. X) and Qualifying examination from recognized institution situated outside the State of Maharashtra. **AND** Father/ Mother of the candidate is an employee of the Government of Maharashtra/ Government of Maharashtra Undertaking. Such candidates are required to submit the proof of his/her father/ mother being the employee of Government of Maharashtra/ Government of Maharashtra Undertaking.	○

Save and Proceed

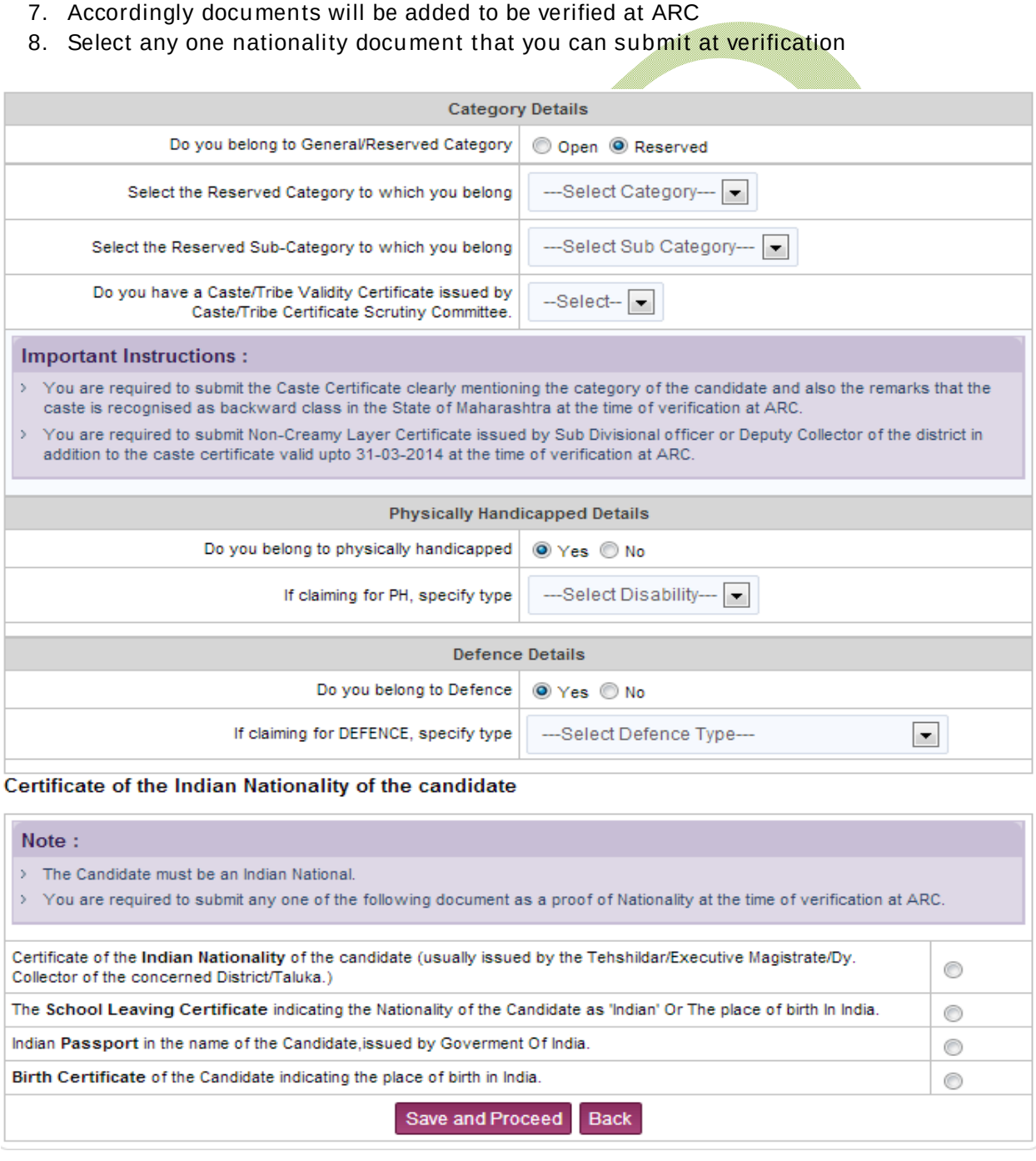
TYPE DECISION

1. On this page you are supposed to select the type details according to previously selected Type of candidature
2. If type is A, you have to select the following:
    a. District from where candidate has passed SSC
    b. District from where candidate has passed Qualifying examination
    c. Document as a proof of type A candidature
3. If you belong to Type B, Type C or Type D, you have to select the following:
    a. Whose domicile you are going to submit at ARC
    b. Which district is the Father or Mother or Candidate domiciled to.


Type Decision
Candidate is Domiciled in the State of Maharashtra.
Your Type of Candidature : Maharashtra Candidature Type A
Mode of Admission : G1 - HSC Science
Select the District from which Candidate has passed S.S.C.(Std. X)/ Equivalent Examination
---Select The District---
Select the District from which Candidate has Passed HSC Science
---Select The District---
Note :
You are required to submit any one of the documents given below as your type of candidature is A.
Domicile Certificate of Candidate indicating that he/she is Domiciled in the State of Maharashtra issued by Sub Divisional officer / Dy. Collector of District.
Birth Certificate of the Candidate indicating the place of birth in Maharashtra.
The School Leaving Certificate indicating the place of birth In Maharashtra.
Save and Proceed
Back

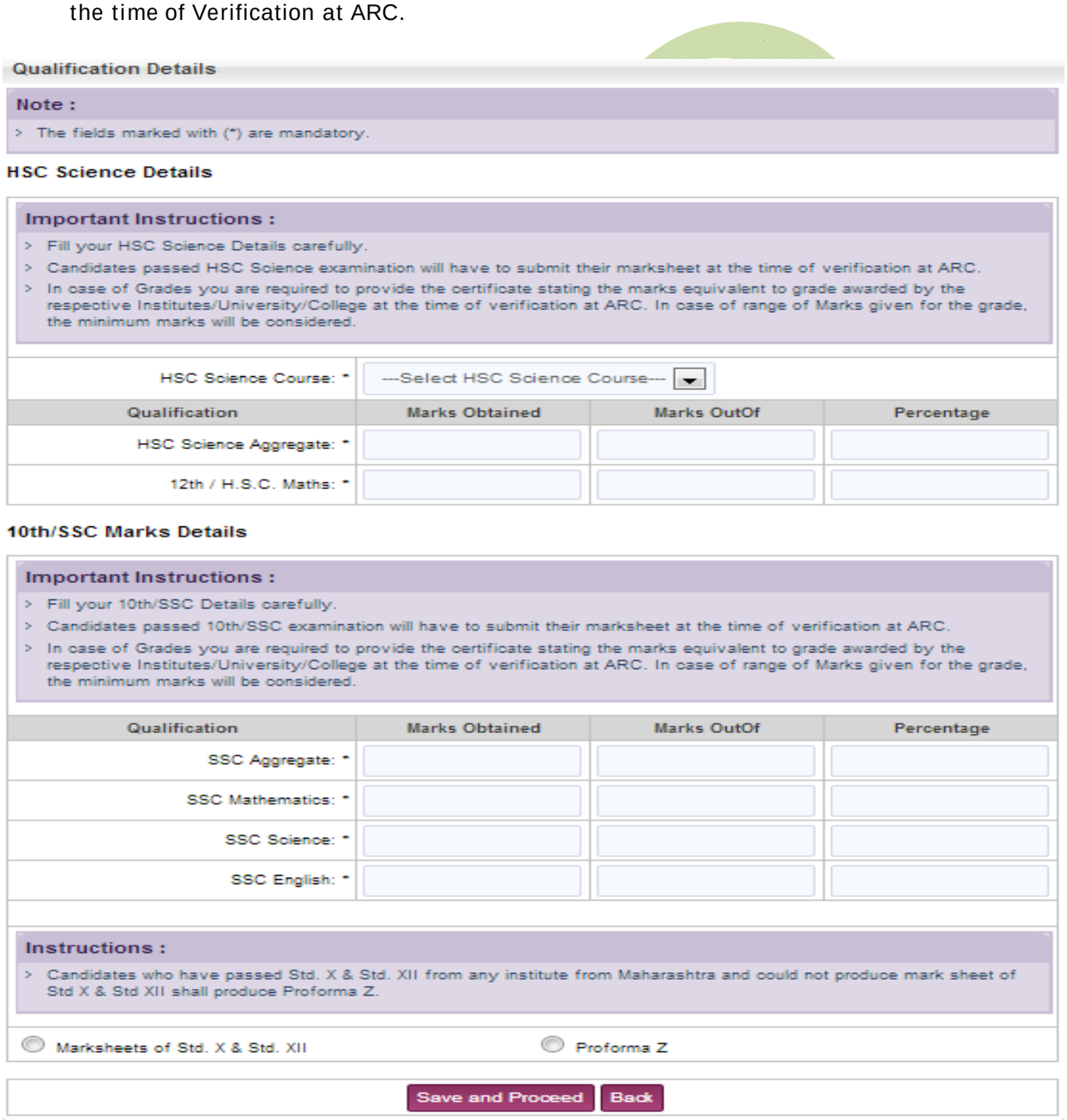
CATEGORY DETAILS

1. On this page you are supposed to enter your category details
2. Select whether you belong to open category or reserved category
3. If you belong to reserved category, select category name and sub category name
4. Also select whether you have Caste / Tribe Validity Certificate
5. Select whether you belong to physically handicapped category, If yes select the name
6. Select whether you belong to defence category, If yes select the name
7. Accordingly documents will be added to be verified at ARC
8. Select any one nationality document that you can submit at verification


Category Details
Do you belong to General/Reserved Category
Open
Reserved
Select the Reserved Category to which you belong
---Select Category---
Select the Reserved Sub-Category to which you belong
---Select Sub Category---
Do you have a Caste/Tribe Validity Certificate issued by Caste/Tribe Certificate Scrutiny Committee.
--Select--
Important Instructions :
You are required to submit the Caste Certificate clearly mentioning the category of the candidate and also the remarks that the caste is recognised as backward class in the State of Maharashtra at the time of verification at ARC.
You are required to submit Non-Creamy Layer Certificate issued by Sub Divisional officer or Deputy Collector of the district in addition to the caste certificate valid upto 31-03-2014 at the time of verification at ARC.
Physically Handicapped Details
Do you belong to physically handicapped
Yes
No
If claiming for PH, specify type
---Select Disability---
Defence Details
Do you belong to Defence
Yes
No
If claiming for DEFENCE, specify type
---Select Defence Type---
Certificate of the Indian Nationality of the candidate
Note :
The Candidate must be an Indian National.
You are required to submit any one of the following document as a proof of Nationality at the time of verification at ARC.
Certificate of the Indian Nationality of the candidate (usually issued by the Tehshildar/Executive Magistrate/Dy. Collector of the concerned District/Taluka.)
The School Leaving Certificate indicating the Nationality of the Candidate as 'Indian' Or The place of birth In India.
Indian Passport in the name of the Candidate,issued by Goverment Of India.
Birth Certificate of the Candidate indicating the place of birth in India.
Save and Proceed
Back

QUALIFICATION DETAILS

1. According to the qualification you have selected on the first page, select your qualification course.
2. Enter the qualification marks
3. Enter various SSC marks like SSC aggregate, SSC Mathematics, SSC Science, SSC English.
4. Select whether you are going to submit the marksheets of SSC & HSC or Proforma Z at the time of Verification at ARC.


Qualification Details
Note :
> The fields marked with (*) are mandatory.
HSC Science Details
Important Instructions :
> Fill your HSC Science Details carefully.
> Candidates passed HSC Science examination will have to submit their marksheet at the time of verification at ARC.
> In case of Grades you are required to provide the certificate stating the marks equivalent to grade awarded by the respective Institutes/University/College at the time of verification at ARC. In case of range of Marks given for the grade, the minimum marks will be considered.
HSC Science Course: *
---Select HSC Science Course---
Qualification
Marks Obtained
Marks OutOf
Percentage
HSC Science Aggregate: *
12th / H.S.C. Maths: *
10th/SSC Marks Details
Important Instructions :
> Fill your 10th/SSC Details carefully.
> Candidates passed 10th/SSC examination will have to submit their marksheet at the time of verification at ARC.
> In case of Grades you are required to provide the certificate stating the marks equivalent to grade awarded by the respective Institutes/University/College at the time of verification at ARC. In case of range of Marks given for the grade, the minimum marks will be considered.
Qualification
Marks Obtained
Marks OutOf
Percentage
SSC Aggregate: *
SSC Mathematics: *
SSC Science: *
SSC English: *
Instructions :
> Candidates who have passed Std. X & Std. XII from any institute from Maharashtra and could not produce mark sheet of Std X & Std XII shall produce Proforma Z.
Marksheets of Std. X & Std. XII
Proforma Z
Save and Proceed
Back

PERSONAL DETAILS

1. On this page enter your personal details like full name, date of birth, gender, annual family income, religion, mother tongue.
2. If you belong to EBC category then you can apply for it and you will have to produce the income certificate at ARC verification
3. If you belong to Minority religion then you can apply for it and you will have to produce the certificate of religion or School leaving certificate mentioning religion at ARC verification
4. Enter the UID number, Bank name, Account number, IFSC Code but these fields are not mandatory
5. Enter the correspondence address, state, district.
6. If the state is Maharashtra, then also select the Taluka
7. Enter pin code for correspondence address
8. If correspondence address is same as permanent address select yes in select box else select no and enter the permanent address.
9. Enter mobile number, phone numbers and email address.

DSD

Personal Information	
Full Name *	(As appeared on S.S.C. or Equivalent Marksheet)
Date of Birth *	Day / Month / Year
Gender *	Male / Female
Annual Family Income (in Rs.) *	---Select Income Range---
Religion *	---Select Religion---
Mother Tounge *	---Select Mother Tongue---
UID Number (Adhaar Card No.)	Not mandatory
Bank Name	---Select Bank Name--- (Connected to UID Number)
Account Number	Not mandatory
IFSC Code	Not mandatory
Correspondence Address	
Address *	
State *	---Select State---
District *	---Select District---
PIN *	
Is Permanent Address same as Correspondence Address :	Yes
Contact Details	
Mobile No *	9860686007
Telephone No 1	-
E-Mail ID *	vgg.gaikwad@gmail.c
Telephone No 2	-
Save and Proceed / Back	

PHOTO UPLOAD

1. All the instructions to upload the photo with signature are given in the Note and Important Instructions.
2. Press Choose File / Browse button and select the photo on your computer
3. After selecting photo, the path and name of your photo appears in text box beside.
4. Press the upload photo button
5. Press the save and proceed button.

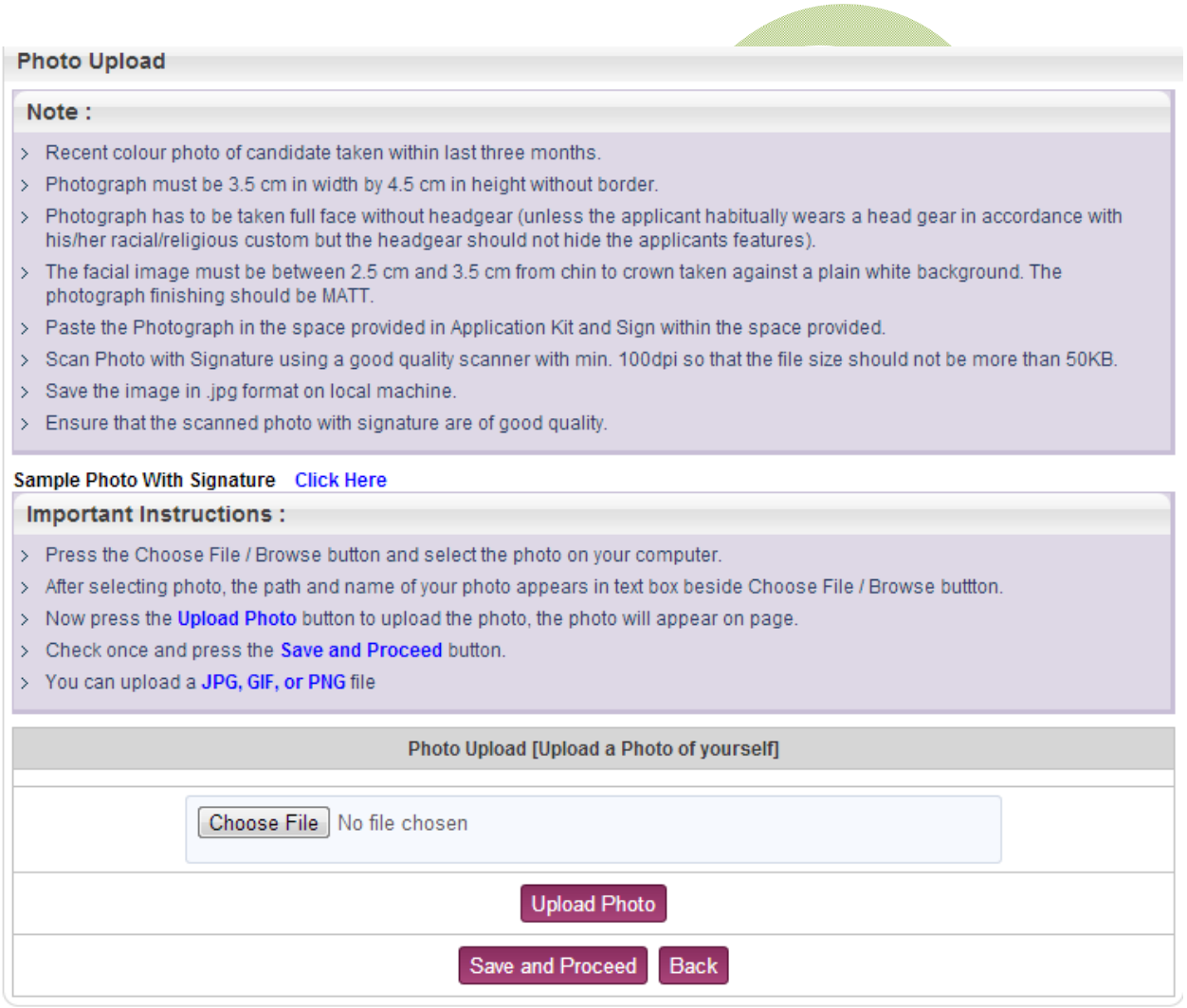
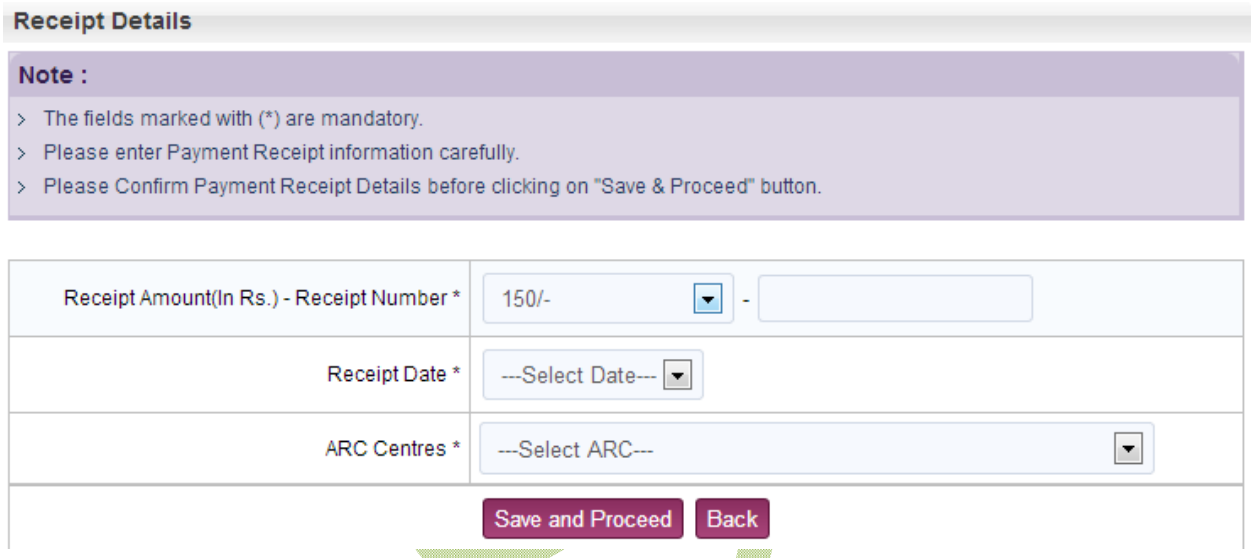


Photo Upload
Note :
Recent colour photo of candidate taken within last three months.
Photograph must be 3.5 cm in width by 4.5 cm in height without border.
Photograph has to be taken full face without headgear (unless the applicant habitually wears a head gear in accordance with his/her racial/religious custom but the headgear should not hide the applicants features).
The facial image must be between 2.5 cm and 3.5 cm from chin to crown taken against a plain white background. The photograph finishing should be MATT.
Paste the Photograph in the space provided in Application Kit and Sign within the space provided.
Scan Photo with Signature using a good quality scanner with min. 100dpi so that the file size should not be more than 50KB.
Save the image in .jpg format on local machine.
Ensure that the scanned photo with signature are of good quality.
Sample Photo With Signature Click Here
Important Instructions :
Press the Choose File / Browse button and select the photo on your computer.
After selecting photo, the path and name of your photo appears in text box beside Choose File / Browse buttton.
Now press the Upload Photo button to upload the photo, the photo will appear on page.
Check once and press the Save and Proceed button.
You can upload a JPG, GIF, or PNG file
Photo Upload [Upload a Photo of yourself]
Choose File
No file chosen
Upload Photo
Save and Proceed
Back

RECEIPT DETAILS

1. Select the receipt amount and enter receipt number
2. Select the receipt date
3. Select the ARC center from where you have purchased the Application Kit.



PRINTABLE APPLICATION FORM

1. After all the stages are filled, the printable application form is activated.
2. Take the print out of this and visit your ARC for confirmation along with all the required attested documents.

Printable Application Form

Print

DIRECTORATE OF TECHNICAL EDUCATION, MAHARASHTRA STATE, MUMBAI
3, Mahapalika Marg, Elphinstone Technical Highschool Campus, Mumbai - 400001.
Printable Application Form for Admission to Direct Second Year of Three/Four Year Diploma Courses in Engineering / Technology for the year 2013 - 2014

Mode of Application : G2 - ITI (CTS)	Application ID : DSD13200012	Version : 1

Personal Details :

Full Name :	VIJAY PUND		
Nationality :	Indian		
Gender :	Male	**Date of Birth :**	15-03-1978
Caste-Category (Sr.No.) :	NT-C - Aswalwale [37]	**Religion :**	Hindu
Mother Tongue :	Marathi	**Annual Family Income (₹) :**	4,50,001 - 5,00,000
PH Type :	Not Applicable		
Defence Type :	Not Applicable		
Type of Candidature :	Maharashtra State Candidate - Type C		

Candidate belongs to Group :	Group B
Whose Domicile Certificate You are Submitting at ARC ?	Father
District from where Father / Mother of Candidate is Domiciled in the State of Maharashtra	Ahmednagar
ITI (CTS) Course :	Marine Fitter

Qualification Details:

Examination	Marks Obtained	Out of	Percentage
ITI (CTS) Aggregate :	918	1000	91.80
10th/S.S.C. Aggregate :	546	600	91.00
10th/S.S.C. Mathematics :	94	100	94.00
10th/S.S.C. Science :	83	100	83.00
10th/S.S.C. English :	88	100	88.00

Application Fee Receipt Details

ARC Code - Receipt No :	ARC1012 - 986856	Receipt Date :	01-07-2013	Amount(₹) :	250 /-

Sr. No.	List of Documents Required at the time of verification at ARC as per Annexure II of Information Brochure
1	Receipt of Application Processing Fee
2	Statement of marks obtained at 10th/SSC or its Equivalent Examination
3	School Leaving Certificate after passing Qualifying Examination.
4	The School Leaving Certificate indicating the Nationality of the Candidate as 'Indian' Or The Place Of Birth In India.
5	Certificate from the employer in the Proforma - A
6	Caste Certificate stating that the caste is recognised under backward class category in Maharashtra
7	Caste / Tribe Validity Certificate issued by Caste / Tribe Certificate Scrutiny Committee
8	Non-Creamy Layer Certificate valid upto 31st March 2014
9	Statement of marks obtained at ITI (CTS) Examination

Declaration

I have read all the rules of admission and on understanding these Rules, I have filled this Application Form for consideration of submission of Application Form at ARC for the admission to Direct Second Year of Three/Four Year Diploma Courses in Engineering / Technology for the academic Year 2013 - 2014. The information given by me in this application and in Proforma-I is true to the best of my knowledge & belief. If at later stage, it is found that I have furnished wrong information and/or submitted false certificate(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subject to legal and/or penal action as per the provisions of the law.

Date : 02-07-2013

Place :

Signature of the Candidate
VIJAY PUND

Last modified by : ARC1006

Last modified on : 02-07-2013 06:20:50 PM

Printed By : DSD13200012
Printed On : 02-07-2013 06:26:37 PM

URL:http://krislinmsbt.krislin.com/dte13/dsd/

Please go to the ARC from 01-07-2013 to 10-07-2013 between 11 AM to 5 PM alongwith required documents with originals for Verification & Confirmation. Do not send by post to ARC/DTE.

Print

SYSTEM REQUIREMENTS

Enabling JavaScript on Your Browser

To allow all Web sites in the Internet zone to run scripts, use the steps that apply to your browser:

I. **Windows Internet Explorer** (All versions except Pocket Internet Explorer):
1. On the Tools menu, click Internet Options, and then click the Security tab.
2. Click the Internet zone.
3. If you do not have to customize your Internet security settings, click Default Level. Then do step 4.
4. If you have to customize your Internet security settings, follow these steps:
   - Click Custom Level.
   - In the Security Settings – Internet Zone dialog box, click Enable for Active Scripting in the Scripting section.
5. Click the Back button to return to the previous page, and then click the Refresh button to run scripts.

II. **Mozilla Corporation's Firefox**
1. On the Tools menu, click Options.
2. On the Content tab, click to select the Enable JavaScript check box.
3. Click the Go back one page button to return to the previous page, and then click the Reload current page button to run scripts.

III. **Google Corporation's Chrome**
1. Go to Tools Menu
2. Click On Option
3. Click on Under Hood Tab
4. Click on Content Setting
5. Go to JavaScript tab
6. Select "Allow all sites to run JavaScript" Radio box

IV. **Opera Software's Opera**
1. On the Tools menu, click Preferences.
2. On the Advanced tab, click Content.
3. Click to select the Enable JavaScript check box, and then click OK.
4. Click the Back button to return to the previous page, and then click the Reload button to run scripts.

V. **Netscape browsers**
1. Select Edit, Preferences, Advanced.
2. Click to select Enable JavaScript option.

For Best Results Viewing the Website

- For best results viewing the website, please use Mozilla Firefox. If you don't have installed it, please use the link below to download it and then install it. http://www.mozilla.org/en-US/firefox/fx/

With Best Regards,

Directorate of Technical Education, Maharashtra State, Mumbai

Contact Us On:

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- 9372042004
- 9372042003